

REGULAR CITY COUNCIL MEETING

November 4, 2013

6:00 P.M.

Mayor Rudy Jaramillo called the Regular Meeting of the Belen City Council to order at 6:00 P.M. Roll call taken by Leona Vigil, Deputy Clerk.

PRESENT: Councilor David Carter
Mayor Pro-Tem Jerah Cordova
Mayor Rudy Jaramillo
Councilor Audrey Torres-Vallejos
Councilor Wayne Gallegos

CITY MANAGER, CMC: Mary Lucy Baca, City Manager

DEPUTY CLERK: Leona Vigil, Deputy Clerk

CITY STAFF: See Attached Sign-In Sheet

REPORTER: Barron Jones, VC News Bulletin

OTHERS: See Attached sign-In sheet

PLEDGE OF ALLEGIANCE:

Mayor Rudy Jaramillo led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Jaramillo asked to delete 8c and 9a from tonight's Agenda. With that, Mayor Jaramillo asked for a motion to approve tonight's Agenda. Councilor Wayne Gallegos made a motion to approve tonight's Agenda with the said corrections. Mayor Jaramillo asked for a second. Councilor Audrey Torres-Vallejos seconds the motion.

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion carried

APPROVAL OF THE MINUTES DATED OCTOBER 21, 2013

Mayor Rudy Jaramillo asked for a motion to approve the minutes dated October 21, 2013. Councilor Wayne Gallegos moved approval of the minutes dated October 21, 2013. Councilor Jerah Cordova seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Abstained	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Abstained	Motion carried

PUBLIC COMMENTS

Steve Tomita: He wanted to report that the City's GIS System is at 88% compliant.

Linda Jenkins: She reported that she has tried to send emails to employees of City Hall; however, her emails keep getting returned. Linda advised that she has a Gmail and Yahoo account. Mary Lucy replied that emails from those account do get blocked, and she would check with the City's IT person and maybe have him call her.

Rudy Jaramillo: Rod Storey, who sits on the P & Z Commission, has had his father pass away Saturday, and he asked that everyone keep the family in prayer.

PRESENTATIONS

BELEN AREA FOOD PANTRY: Lori Duffy

Ms. Lori Duffy handed out a flyer of facts regarding the Belen Area Food Pantry (BAFP). A copy of the flyer is attached hereto and made an integral part of these minutes by reference. The Belen Food Pantry has been operating out of the First Baptist Church for the last 10 years. The Belen Food Pantry is outgrowing the facility and is asking/proposing to use the City's "Domestic Violence Building". They will not be able to pay a commercial rate of rent; however, would like for the City to consider a waiver of rent in lieu of certain repairs and improvements to the property for a period of ten years. They would like permission to install a freight door on the south side of the facility, and ask to upgrade wiring in order to safely operate their refrigeration equipment at the expenses of Belen Area Food Pantry. There would be convenient access from the Castillo Street side of the facility for their main entrance and parking. BAFP would make necessary upgrades to bathrooms and other plumbing as needed. She asked for the City to detail additional upgrades and repairs that they would consider reasonable in exchange of this arrangement. BAFP fully intends that the City would incur no additional cost associated with the property. BAFP will use the ten year period to create a growth and expansion plan to provide for relocation. Ms. Duffy understands that there are intentions that this property has been set aside to be used for culture and arts; BAFP is open to working with the City to possibly create a shared space on the Becker Street side of the building. Due to the urgency of this matter, they would like to make the transition by December 31, 2013. Councilor Wayne Gallegos asked how much of a tie in does the Food Pantry has with the church. Lori answered that the major tie is being the guests of the First Baptist Church. Councilor Cordova asked if they have sought other buildings; Lori answered that they have, but they want rental fees. BAFP has even considered portable classroom used by the School, or the old "Alco" building. Lenore Pena, Risk Manager for the City, would like for the Council to support the proposal given by the Food Pantry. She explained that the City's insurance wants the City's buildings occupied so that they do not become dilapidated. Mary Lucy asked if BAFP has someone to draw up an agreement; Ms. Duffy answered yes. Mayor Jaramillo stated that the Council can look at the agreement at the next meeting.

AIRPORT DEPARTMENT REPORT: Robert Uecker, Airport Manager

Robert reported that the Airport is doing well. The Airport received 3 grants this year; one is for \$131,000 for road and gate improvements (most of that work is completed); the second one is for \$191,600 to design the new runway. The third grant, the Airport is waiting on the FONSI to be signed by the Environment Department. FONSI is a finding of no significant impact. Jane Lucero believes the FONSI should be signed by the end of the year. The yearly grant for maintenance items is \$73,084 which is used for consumable items. The Airport has one new Hangar that was completed in April. Another Hangar will start construction soon. There are about 60 airplanes based at the Airport. The businesses up at the Airport are also doing quite well. The Airport Crew Car is really being used this year; so far the car has been used about a 100 times. The Airport held an Open House on Saturday. A young Eagles Program that is held by the Experimental Aircraft Associations, they fly kids between the ages of 7 -17, flew 40 kids at the Open House. Councilor Carter asked about the Environmental Impact Study; he wanted verification that the noise coming from the planes landing at the Airport was minimal; Robert answered yes. The Airport income for the last fiscal year was about \$57,000 collected in lease and other fees for the Airport. Robert stated that having a 24/7 fuel station would boost business at the Airport. He mentioned that the owner of Blue Skies Consulting has suggested that Blue Skies Consulting buy the fuel unit and lease it to the City. He is currently gathering estimates for the fuel unit. Mayor, City Councilors and the City Manager thanked Robert for all of his work.

DISCUSSIONS WITH ACTION REQUIRED

APPROVAL OR DISAPPROVAL OF THE NM DOT CO-OP RESOLUTION: MARY LUCY BACA, CITY MANAGER

Leona informed the Council that this resolution has been brought before the Council for the last two consecutive meetings. The resolution is for various roads and was amended to include the dollar amount. Councilor Carter asked where the City’s funding portion is coming from; he asked if it was budgeted for. Mayor Jaramillo and Mary Lucy replied that the money has already been set aside.

Mayor Rudy Jaramillo asked for a motion to approve the NM DOT CO-OP Resolution. Councilor Wayne Gallegos made a motion to approve the NM DOT Resolution. Mayor Jaramillo asked for a second. Councilor Audrey Torres-Vallejos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion carried

APPROVAL OR DISAPPROVAL OF THE MAINSTREET GRANT AGREEMENT RESOLUTION FOR BELEN DOWNTOWN MASTER PLAN: JERAH CORDOVA, COUNCILOR

Steve Tomita advised that the Council had approved a resolution for the City to apply for a \$50,000 grant with NM Finance Authority for a Downtown Master Plan and a Metropolitan Redevelopment Area quite a while back; the grant required a 20% match. The City did not move forward with the grant because the City was advised by New Mexico Main Street that it would take at least \$70,000 to do the study, and the City would have a \$20,000 shortfall. MainStreet applied for a grant to do the same thing, and has been approved for the grant at \$50,000 which still required the 20% match, and there would still be the additional shortfall. The City along with MainStreet is looking at different avenues to come up with the difference. The resolution tonight shows the partnership between the City and Belen MainStreet for the grant that has been approved by NM MainStreet for the \$50,000; there is a \$20,000 match that is required. Councilor Gallegos asked what fiscal year this grant would fall into; Steve answered 2014/2015. Councilor Gallegos clarified that if the other avenues do not come through, the City will have to budget it for 2014/2015. Steve answered that was correct. Councilor Cordova clarified further that the agreement breaks down the \$70,000 project \$50,000 will come from the grant \$4,000 will be of actual cash from the City and \$6,000 will be from the City’s in-kind service. Councilor Carter mentioned that the math doesn’t add up. Councilor Cordova answered that what is coming out of the City is no longer the 20%; MainStreet is going to cover anything above \$60,000.

Mayor Rudy Jaramillo asked for an approval or disapproval of the MainStreet Grant Resolution. Councilor Wayne Gallegos made a motion to approve. Mayor Jaramillo asked for a second. Councilor Audrey Torres-Vallejos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Abstained	
Councilor David Carter	Yes	Motion carried

APPROVAL OR DISAPPROVAL OF THE PROPOSED LEASING FEE FOR THE LAND PARCEL LOCATED OFF OF CHRISTOPHER RD: STEVE TOMITA, P & Z DIRECTOR

Steve stated that the City is providing the Hospital Site for a below market rate; it has been indicated that the rate would be \$1.50 a year. He explained that Ameris is compiling their finance package together for the

hospital, and they need to confirm and represent that the City will be standing by the \$1.50 annual lease. Steve advised that the approved minutes showing that the motion carried would suffice as confirmation.

Mayor Rudy Jaramillo asked for a motion. Councilor David Carter made a motion to approve the proposed leasing fee for the land parcel located off of Christopher with a letter to Ameris confirming the rate of \$1.50 a year. Mayor Jaramillo asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion carried

INFORMATIONAL ITEMS

City Manager's Report: A copy of the City Manager's Report and Projects Report is attached hereto. The Library, Del Rio, Gil Sanchez and the Community Center will be used for the General Election in June. She met with Wilson & Associates regarding updates on projects. She is scheduled to meet with Mike Martinez with the US Army Corps of Engineers to discuss funding opportunities. She mentioned the upcoming Legislative Dinner to help support the City's projects. She has sent another letter requesting road millings. She mentioned that she is holding meetings with the public works employees every Monday morning to discuss schedules and different work projects. She went on a City tour to check on the lighting throughout the City. She met with the Schools to discuss their water billing. The Water Department has now relabeled all of the Schools locations on the water accounts. She will be meeting with John Archuleta and George K Baum to discuss GO Bonds. Ronnie Torres, Matt Baca, Mike Moreno and Councilor Cordova will be on the Historical Board; there is still one seat available. Debbie Graham will be back to work in December or January. She then went over the projects report submitted by John Best.

Councilor Carter asked where the foreclosures were on the demolitions that the City performed. Steve Tomita answered that liens were filed, but he will now have to go through the formal foreclosure procedure. Steve said he would move forward right away. Councilor Carter then asked how the Incubator Project was going; Steve answer that it is still going through the State process for the grant. Councilor Wayne Gallegos stated that they have been working to be the fiscal agent for the County on the Senior Center.

COMMUNICATION FROM THE COUNCIL

Councilor David Carter: He attended the Fall Fest; he would like to see a bigger crowd next year. Councilor Carter stated that he hears several individuals say there is nothing to do in Belen; contrary, he mentioned several events that are held within the City. He attended the P & Z Meeting on October 28th; he had concerns with the noise ordinance. He believes that most of the ordinance has to do with noise levels that are subjective and not based on criteria such as decibels. He would like P & Z and the Commission to look into this Ordinance. He attended The Celebrate Belen Committee last Thursday where they discussed the "Follow the Star to Bethlehem Program" which will be held on December 14th.

Councilor Jerah Cordova: The Belen MainStreet Board Meeting was held last week; they are adding a couple of new Board Members. One member is involved in planning and visioning and the other member is coming on from PNM. PNM is one of Belen MainStreet major funders. The Harvey House Gift Store has rebranded itself to the "Friend of the Harvey House" and is not a part of MainStreet. The Community Clean up will be on Saturday at 9:00 AM. The Hispano Chamber Matanza has added two more teams, and there may be more vendors this year.

Mayor Rudy Jaramillo: He attended the P & Z Commission Meeting last Monday; they appointed the new commissioners. He participated in the Christopher Road Walk Through; there were a couple of issues that he passed on to the City's Engineer. Rancho Cielo has given the City an update on the on-going project of

Interchange 195. He participated in a meeting with the Belen Schools; the Superintendent has stressed that they are glad the School and City are interacting. He attended the Fall Festival. He participated in a Workshop to discuss which projects will be given to the City's Legislatures as a wish list. He participated in a Halloween Party for the senior citizens. A young student from BHS took first in district for cross country. Rutilios donated the pre-meal to the BHS football team.

Councilor Wayne Gallegos: Mentioned that the Airport Fly In was a success. He received an email from Mayor Gwinn; he assigned two Councilors, Mary Lee Serna and Frank Stacey, to be a liaison with Councilor Carter and himself. He met with Wilson & Co. and they did some update work on CO-OP and MAP monies, and they are planning for next year's projects. They also discussed the Eagle Water Tank. The Library Board Meeting was cancelled last week, but will meet this week. He attended the Fall Fest, and mentioned it turned out great.

Councilor Audrey Torres-Vallejos: She asked that everyone keep Roy Storey's family in their prayers. She attended the Airport Fly-In, and thanked Robert for his hard work. She attended the Chamber Board Retreat which was very well attended; they want to work closer with the City. She reminded everyone that the Police Department is holding Toys for Tots.

EXECUTIVE SESSION:

Mayor Rudy Jaramillo asked for a motion to leave an open meeting and go into an executive session to discuss limited personnel matters, pending litigation and land acquisition.

Councilor Audrey Torres-Vallejos so moved the motion. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to leave an executive session and return to the open meeting. Councilor Jerah Cordova so moved the motion. Councilor Wayne Gallegos seconds the motion. Roll call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to attest that discussion was limited to limited personnel matters, pending litigation and land acquisition and that no action was taken. Councilor Audrey Torres-Vallejos so moved the motion. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to adjourn tonight's meeting. Councilor David Carter motioned to adjourn the meeting. Councilor Wayne Gallegos seconds the motion.

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

/s/ _____
Rudy Jaramillo, Mayor

ATTEST:

/s/ _____
Mary Lucy Baca, City Manager, CMC